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**ADMISSION TO REGISTER AS A VISITING STUDENT FROM A BELGIAN UNIVERSITY
FOR A REGULAR COURSE UNIT ORGANISED BY A FACULTY OR DOCTORAL SCHOOL AT GHENT UNIVERSITY
AS PART OF THE DOCTORAL TRAINING PROGRAMME**

PERSONAL DETAILS ACCORDING TO ID OR PASSPORT

Last name:
First name:
Date of birth:
(Mobile) Phone number:
E-mail:
[Prev. UGent student n°]:

HOME INSTITUTION

Name home institution:
Student n°:

REGULAR COURSE UNIT(S) AT GHENT UNIVERSITY

Course unit title:
Course unit code:
Amount of ECTS: Semester: 1st semester 2nd semester full year course
Organised by: Faculty ⁽¹⁾
Doctoral School ⁽²⁾

APPROVAL AND SIGNATURES

<p>Lecturer-in-charge: <small>(of the course unit at Ghent University)</small></p>	<p>Name: Date:</p>	<p>Signature of the lecturer-in-charge:</p>	
<p>PhD supervisor: <small>(at the home institution)</small></p>	<p>Name: Date:</p>	<p>Signature of the PhD supervisor:</p>	
<p>(Student) Administration: <small>(at the home institution)</small></p>	<p>Name: Date:</p>	<p>Signature/Stamp of the (Student) Administration:</p>	

Each institution has its own specific procedures for administrative approval. This approval is compulsory for visiting students from all Belgian universities, except for the Vrije Universiteit Brussel (VUB), and only upon the first registration as a visiting PhD student for a course unit in the current academic year.

(1) For a course unit organised by a Faculty, please send the completed and signed form to the Faculty Student Administration after your registration as a guest student (see <http://www.ugent.be/nl/onderwijs/administratie/inschrijven/procedures/gaststudent>).

Contact details of the Central Student Administration for registration as a guest student: <https://www.ugent.be/en/teaching/studentadmin/CSAcontact.htm>
Contact details of the Faculty Student Administration: <http://www.ugent.be/en/teaching/studentadmin/infoFSA/fsa.htm>

(2) For a course unit organised by a Doctoral School, please send the completed and signed form to the Doctoral Schools Coordination Unit after your registration as a guest student (see <http://www.ugent.be/nl/onderwijs/administratie/inschrijven/procedures/gaststudent>). Please note that registration for the course unit will only be possible if places are still available. Contact the Doctoral Schools Coordination Unit for availability of the course unit.

Contact details of the Central Student Administration for registration as a guest student: <https://www.ugent.be/en/teaching/studentadmin/CSAcontact.htm>
Contact details of the Doctoral Schools Coordination Unit: UGent - DOZA, Sint-Pietersnieuwstraat 25, 9000 Gent (doctoralschools@ugent.be)